

CITY of NORTH PORT

F L O R I D A

LETTER OF INTEREST

Professional Engineering Services for City of North Port Utilities

NO. 2016-23

August 2019

*No. 2019-07: Southwest Water
Treatment Plant Design Review*



**CDM
Smith**

August 21, 2019

Subject: Professional Engineering Services for City of North Port Utilities No. 2016-23 – Request for Letter of Interest No. 2019-07: Southwest Water Treatment Plant Design Review

Dear Ms. Tipp and Mr. Acosta:

CDM Smith Inc. is pleased to submit our Letter of Interest (LOI) for the Southwest Water Treatment Plant (SWWTP) Design Review Project for the City of North Port (City). The City of North Port Utilities Department (NPU) successfully manages the critical service of treatment and distribution of potable water for its consumers. NPU desires to expand its utilities infrastructure by taking over the operation of the SWWTP after West Villages Improvement District (WVID) has completed its design, construction, and startup consistent with the City's agreement with WVID and as stated in the RFP.

CDM Smith offers the full range of services the City has requested and will provide a single point-of-contact for this project. Our highly-experienced team will assist the City in protecting its interests and its rate payers through our expert review of the design, engineering, and construction (if requested) of the proposed new SWWTP and related raw water production and distribution improvements. We are a full-service firm well-versed in providing the complete range of services for this work including review of developer's design, permitting assistance, cost estimates, project management, construction phase services, regulatory closeout, and transfer of operations after startup. In this proposal you will find an overview of our understanding of your project, and the unique capabilities CDM Smith offers the City, to realize the City's goal of a reliable, efficient water treatment plant to meet the needs of the City.

CDM Smith understands that the selected consultant must work closely with the City to complete project assignments and deliver successful projects. We offer the City the following:

UNDERSTANDING OF PROJECT AND DELIVERABLES

The City has an agreement with the WVID, pursuant to which the WVID will construct a water system which will include a wellfield and a fully operational water treatment plant for dedication to the City. This WTP will have a capacity to produce up to 1.0 mgd of potable water and will be upgradable to treat all 2.70 mgd of water from the WVID wellfield, as given in the water use permit (WUP) allotted by the Southwest Florida Water Management District (SWFWMD). The system will also include concentrate disposal piping, raw water wells and connections to water mains (WM) as required by the WVID system that will tie into the City's system through a new 16-inch WM to be constructed in the right-of-way along US 41/Tamiami Trail.

The scope of work includes peer review of engineering design drawings and specifications prepared by WVID's engineer and providing recommendations to City staff, attendance at project meetings, and providing value engineering services to ensure the facility is designed in concurrence with NPU standards, specifications and City's need with the goal to safeguard the City's interest in the quality and cost-effectiveness of this facility. This calls for an in-depth knowledge of wellfield development, yield and long-term degradation of wellfield water quality, reverse osmosis (RO) WTP design, utility design, permitting, and professional services during its construction. The RFP lists CMAR as the project delivery method that WVID will use.

The project will begin with a **kickoff meeting** to discuss critical success factors, such as project vision, key requirements of the City, and details including City's desired level of automation. Prior to the kickoff meeting, CDM Smith will utilize the City's existing water distribution model to check the sizing of the pipelines and make recommendations if additional modeling or calibration is warranted. In preparation for the kickoff meeting, we will also prepare and submit a data request list outlining information necessary to review the basis of design and compatibility of the new water mixing in the distribution system with water from the City's existing treatment plant. Subsequently, CDM Smith will coordinate with the City, WVID, and its engineer on the schedule for design reviews.

During each phase of the design, CDM Smith will provide support to evaluate the design of the RO treatment process, including pretreatment, chemical addition, pumping, energy efficiency, membrane systems, water quality, post treatment, corrosion control, blending, and ancillary systems. Our review team will include a wellfield expert, WTP process engineer, distribution modeler, electrical engineer, automation engineer, structural engineer, architect, and an O&M specialist. Each reviewer will leverage their years of WTP expertise to develop recommendations to protect the City's interests.

At the end of each design phase review, CDM Smith will provide the City with the following documents in electronic format:

- A marked-up set of plans identifying recommended changes to protect the interests of the City.
- A marked-up set of specifications identifying recommended changes to protect the interests of the City.
- A tracking spreadsheet of all CDM Smith's comments. The spreadsheet will be maintained throughout the design and updated at each design milestone to reflect how the comments were addressed in each subsequent submittal.

CDM Smith has the necessary experience to perform the work needed for this project:

- CDM Smith developed the City's groundwater model that WVID's engineer will use to predict RO wellfield performance and estimate the degradation in water quality for a sustainable long-term yield. As such, we are uniquely positioned to check the water quality predictions and calibration of this model for this project, to make the most of the available water use permit, through a well thought out spacing of wells for more efficient production and less degradation in water quality.
- Our automation engineer will not only review the proposed SCADA system for consistency with the City's desired level of automation. He will also evaluate the system for compliance with industry best practices for reliability and cyber security.
- CDM Smith has in-house O&M specialists and licensed operators who will review the design, operation and maintenance of the facility, and assist the City in making plans for the turnover of the WTP.
- CDM Smith, through its internal construction group, will prepare accurate opinions of probable construction cost based on their completion of more than \$1B in constructed costs in the last three years alone. This will allow for better development of life-cycle costs for equipment proposed by WVID vs. equipment typically specified by CDM Smith.
- If desired by the City, CDM Smith can provide construction phase owner's representative services. These services during construction could include review of shop drawings against approved plans and specifications, review of change orders against the original contract, and full or part-time resident project representative services. The goal of these services would be to confirm that the Contractor is constructing the work in accordance with the project documents, NPU Standards, requirements, and all applicable regulations.

CDM SMITH'S ABILITIES AND RELEVANT EXPERTISE

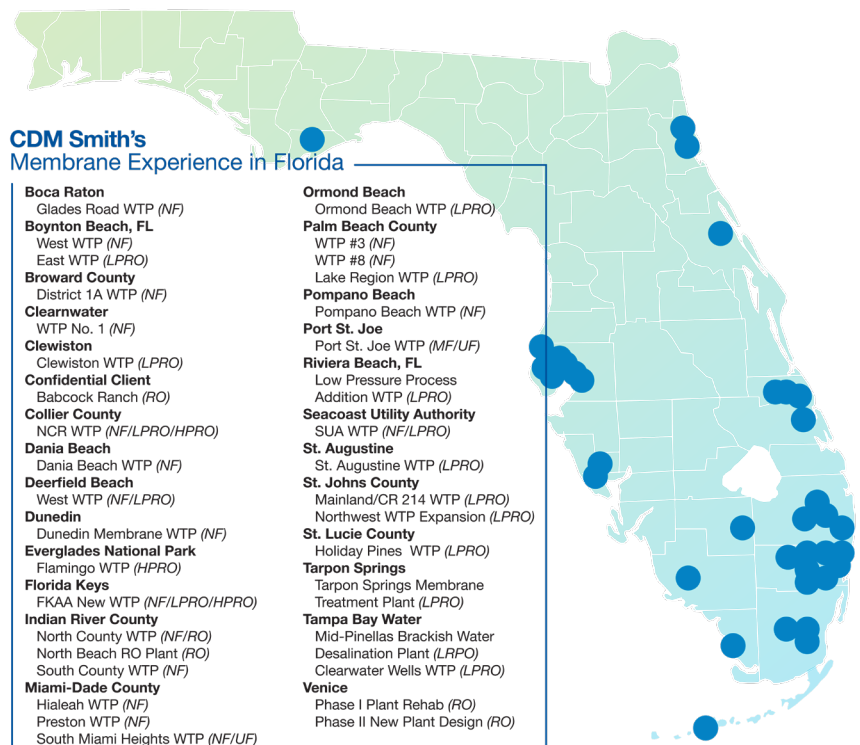
CDM Smith is an industry leader in membrane technologies, with work at more than 200 plants worldwide totaling more than 2 billion gallons per day of installed membrane treatment processes. Our experience includes the planning, design, construction, and operations of small systems to some of the largest and most complex membrane plants in the world. In Florida alone, we have worked at more than 40 membrane plants (as shown to the right) completing literally hundreds of design projects. We provide the full breadth of expertise, including not only typical RO membrane design and optimization, but also critical expertise in hydrogeology and raw water supply. **CDM Smith has demonstrated this expertise on the Myakkahatchee Creek Water Treatment Plant RO Production Capacity Improvements and Myakkahatchee Creek Water Treatment Plant Wellfield Comprehensive Hydrogeologic Evaluation projects, completed in 2017 and 2018, respectively.**

Experienced Delivery Team – Project management will be led by our principal-in-charge **Jason A. Sciandra, PE**. Mr. Sciandra has more than 16 years of experience in water and wastewater industry and has spent his entire career helping water and wastewater utilities in Southwest Florida deliver their infrastructure projects. Mr. Sciandra is also a key project team member for the City of Fort Myers Electrical Upgrades project for which he served as project manager during the design and construction phases. He understands the perspective of the utility manager and will direct our staff in meeting the needs of the City. Mr. Sciandra will be assisted by **Dr. Raj D. Vaidya PE, BCEE, PMP** who will serve as the assistant project manager. Dr. Vaidya is a professional engineer with 18 years of experience in the design, permitting, and construction oversight of RO WTPs.

The City will benefit from convenient access to the services of **Dr. Dave MacNevin, PE, LEED® AP**, CDM Smith's regional expert in RO WTP design and operations, whose primary residence is within a 10-minute drive of the West Villages. Dr. MacNevin offers the City 14 years of experience in water treatment, with a focus on RO membranes, distribution system blending of multiple water supplies, and corrosion control.

Lee P. Wiseman, PE, BCEE has more than 31 years of experience in hydrogeology, groundwater modeling, and water supply planning and design, and will serve as the wellfield and water quality reviewer. Mr. Wiseman served a similar role on both the Myakkahatchee Creek Water Treatment Plant RO Production Capacity Improvements and Myakkahatchee Creek Water Treatment Plant Wellfield Comprehensive Hydrogeologic Evaluation projects.

Isaac D. Holowell, PE will be responsible for review of the existing water distribution hydraulic model and updates to the model for the new WTP, as well as the process mechanical and pipeline components of the wellfield. Mr. Holowell's 6 years of experience



includes previous hydraulic modeling experience for the City, having previously developed the City's wastewater hydraulic model and designing numerous wells for Collier County.

Richard K. Newberg is an O&M Specialist and licensed WWTP/WTP operator with 41 years of experience in the operation of water treatment plants.

Cynthia L. Stellmack, PE has 38 years of experience in the design of electrical systems for water and wastewater treatment facilities. She is the lead electrical engineer for the City of Fort Myers Electrical Upgrades project.

Michael J. Graham, PE is an automation engineer with 25 years of automation design experience for treatment facilities.

Michael T. Alford, AIA LEED® AP BD+C is an architect with 20 years experience in the architectural design of treatment facilities.

Kevin M. Francoforte, PE is a structural engineer with 14 years of structural design experience for treatment facilities.

Subconsultants – For this project, CDM Smith does not propose the use of any subconsultants.

AVAILABILITY OF STAFF AND ABILITY TO MEET PROJECT SCHEDULE

We understand that the City has an agreement with WVID which requires a two-week response time to communicate the completeness of design development submittals by WVID and its engineer. CDM Smith proposes to provide its reviews within 7 calendar days of receipt of all information. Following the CDM Smith review a meeting will be held with the City to discuss comments. To enable project success and meet the schedules listed in this RFP, we have carefully considered our workload and staffing plan and affirm that the staff shown herein and devoted to this project will meet project schedule. The primary responsibility of our project manager Jason Sciandra will be to communicate effectively with internal teams, the City and related third-parties to drive the required changes and accomplish project progress. We will provide the City timely updates for project activities, progress, issues, and potential resolutions and on a weekly basis provide written scheduling and variance statements. This will aid the City in decision making and driving the project while leveraging our technical and project management experience.

REFERENCES FOR THREE SIMILAR PROJECTS

The CDM Smith project team has completed numerous design review and owner's representative projects for water facilities throughout Florida, including locally, over the past ten years:



City of Fort Myers – Electrical Upgrades Owner's Representative – 2013 to Present



Contact: Heath Laufenberg, Interim Wastewater Superintendent



Email: Hlaufenberg@cityftmyers.com



Phone Number: 239.321.7574

This project included preliminary design, owner's representative/design review services, and construction inspection for the \$36M electrical upgrade.



City of Tarpon Springs – Alternative Water Supply Project – 2007 to 2015



Contact: Bob Robertson, PE;
Project Administration Department Director



Email: rrobertson@ctsfl.us



Phone Number: 727.942.5610

This project included preliminary design and serving as the owner's representative for a new \$45M, 6.4-mgd RO drinking water facility.



Miami-Dade Water and Sewer Department, FL – South Miami Heights Membrane WTP and Wellfield Improvements, 2005 – 2018



Contact: Brian Trujillo, PE; Project Manager



Email: btruj01@miamidade.gov



Phone Number: 786.552.4406

CDM Smith prepared the Design Criteria Packages of the WTP and raw water supply system. We also provided full time Owner's Representative services during the wellfield test program.

CDM Smith has developed a team specifically to meet the needs of the City as indicated in the RLI. Our team exceeds all of the requirements set forth, and we are confident that this has been articulated in this LOI and will provide the required services to the City with a high degree of confidence. We look forward to the opportunity to serve the City in a collaborative manner and stand committed to providing the City with the competent professional services upon which our solid reputation is built.

Very truly yours,

Jason A. Sciandra, PE; Principal
CDM Smith Inc.

CONFLICT OF INTEREST FORM

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

- ☐ I am an employee, public officer or advisory board member of the City
_____ (List Position or Board)
- ☐ I am the spouse or child of an employee, public officer or advisory board member of the City
Name: _____
- ☐ An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.
Name: _____
- ☐ Respondent employs or contracts with an employee, public officer or advisory board member of the City
Name: _____
- ☒ None of The Above

PART II:

Are you going to request an advisory board member waiver?

- ☐ I will request an advisory board member waiver under §112.313(12)
- ☐ I will NOT request an advisory board member waiver under §112.313(12)
- ☒ N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

COMPANY: CDM Smith Inc.

SIGNATURE:  Jason A. Sciandra, PE; Principal

THIS PAGE MUST BE SUBMITTED WITH LETTER OF INTEREST

DISCLOSURE FORM
FOR
CONSULTANT/ENGINEER/ARCHITECT

Please select (only) one of the following three options:

☒ Our firm has no actual, potential, or reasonably perceived, **financial*** or **other interest**** in the outcome of the project.

☐ Our firm has a potential or reasonably perceived **financial*** or **other interest**** in the outcome of the project as described here: _____.

Our firm proposes to mitigate the potential or perceived conflict according to the following plan:

☐ Our firm has an actual **financial*** or **other interest**** in the outcome of the project as described here: _____.

***What does “financial interest” mean?**

If your firm, or employee of your firm working on the project (or a member of the employee’s household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm’s findings and recommendations, this must be listed as a financial interest. An example would be ownership in physical assets affected by the government business choices related to this project. The possibility of contracting for further consulting services is not included in this definition and is not prohibited.

****What does “other interest” mean?**

If your firm, or employee of your firm working on the project (or a member of the employee’s household), will/may be perceived to have political, legal or any other interests that will affect what goes into your firm’s findings and recommendations, or will be/may be perceived to be affected by the government business choices related to this project, this must be listed as another interest.

BUSINESS NAME: CDM Smith Inc.

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Jason A. Sciandra, PE; Principal

SIGNATURE: _____

DATE: August 21, 2019

THIS PAGE MUST BE SUBMITTED WITH LETTER OF INTEREST

Scrutinized Company Certification Form

Company Name: CDM Smith Inc.

Authorized Representative Name and Title: Jason A. Sciandra, PE; Principal

Address: 4210 Metro Parkway, Suite 230 City: Fort Myers State: FL ZIP: 33916

Phone Number: 239.938.9600 Email Address: sciandraja@cdmsmith.com

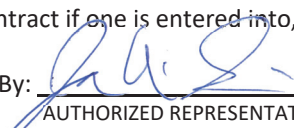
A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

CHOOSE ONE OF THE FOLLOWING

- ☒ This bid, proposal, contract or contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.
- ☐ This bid, proposal, contract or contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.

Certified By: 
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Jason A. Sciandra, PE; Principal

Date Certified: August 21, 2019

Solicitation/Contract/PO Number (Completed by Purchasing): _____

